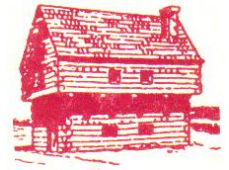


TOWN OF STILLWATER

ESTABLISHED 1788 – SITE OF THE TURNING POINT OF THE AMERICAN REVOLUTION
BOX 700, STILLWATER, NY 12170 (518) 664-6148, FAX (518) 664-9537
BUILDING, PLANNING & DEVELOPMENT DEPARTMENT



BUILDING PERMIT APPLICATION

| |
|---------------------------------|
| For Official Use Only |
| Date Application Received _____ |
| Permit No. _____ |

Property Information:

ADDRESS OF SITE: _____ Tax ID: _____
Number Street Section Block Lot

SUBDIVISION NAME (IF APPLICABLE): _____ LOT NO.: _____

Applicant Information (if not owner):

APPLICANT'S NAME _____

Address _____
Number Street City State Zip Code

Phone # _____ Fax # _____ Cell# _____ e-mail _____

APPLICANT'S SIGNATURE _____ DATE _____

Owner Information:

OWNER'S NAME _____

Address _____
Number Street City State Zip Code

Phone # _____ Fax # _____ Cell# _____ e-mail _____

OWNER'S SIGNATURE _____ DATE _____

Contractor Information:

Company Name: _____ Contact Person: _____

Address: _____
Number Street City State Zip Code

Phone # _____ Fax # _____ Cell# _____ e-mail _____

Note: New York State mandates that the Town be provided proof of General Liability Insurance and Workers Compensation before a building permit is issued. See Town's Insurance Requirements.

| | |
|--|--|
| For Official Use Only | |
| Application: <input type="checkbox"/> Approved | By: _____ |
| <input type="checkbox"/> Denied | Building Inspector/Code Enforcement Date |
| If approved, permit will expire on: _____ | Permit Fee: _____ |
| If denied, bases for denial: _____ | |

THE FOLLOWING SECTIONS ARE TO BE COMPLETED BY APPLICANT AND SHALL BE THE BASIS OF ANY ADMINISTRATIVE DECISIONS OF THE TOWN DEPT. OF BUILDING, PLANNING & DEVELOPMENT

Proposed Building Information:

TYPE OF BUILDING: RESIDENTIAL COMMERCIAL
 TYPE OF CONSTRUCTION: NEW ADDITION ALTERATION OTHER _____
 TOTAL SQUARE FOOTAGE OF: CONSTRUCTION: _____ sq ft LIVABLE SPACE _____ sq ft
 TOTAL NO. OF ROOMS _____ IF ADDITION, HOW MANY NEW ROOMS _____
 TOTAL NO. OF BEDROOMS _____ IF ADDITION, HOW MANY NEW BEDROOMS _____
 TOTAL NO. OF BATHROOMS _____ IF ADDITION, HOW MANY NEW BATHROOMS _____
 FOUNDATION: PIERS POURED CONCRETE BLOCK PRECAST
 GARAGE: ATTACHED DETACHED AREA OF GARAGE: _____ sq ft. NONE
 BASEMENT: FULL PARTIAL CRAWL SPACE SLAB ON GRADE
 DECK/PORCH: UNCOVERED, _____ sq ft COVERED, _____ sq ft ENCLOSED, _____ sq ft
 HEATING SOURCE: GAS OIL WOOD SOLAR OTHER _____
 AIR CONDITIONING: YES NO
 FIRE PLACE: YES NO IF YES, TYPE: WOOD GAS PELLET OTHER _____
 ESTIMATED VALUE OF PROJECT (includes all labor & material) \$ _____

Proposed Lot Information:

LOT SIZE _____ acres _____ sq ft ZONING DIST RR •LDR •RM •RRD •B1 •B2 •I •PDD• MU

| BUILDING SETBACKS: | EXISTING | Circle Applicable District(s) | |
|----------------------|---------------|-------------------------------|--|
| | | PROPOSED | |
| Front yard | _____ ft | _____ ft | |
| Left side yard | _____ ft | _____ ft | |
| Right side yard | _____ ft | _____ ft | |
| Rear yard | _____ ft | _____ ft | |
| Lot width @ street | _____ ft | _____ ft | |
| Lot width @ building | _____ ft | _____ ft | |
| Building height | _____ ft | _____ ft | |
| | _____ stories | _____ stories | |

PARCEL FRONTS ON IMPROVED PUBLIC RIGHT OF WAY: YES NO Name _____

PUBLIC RIGHT OF WAY OWNERSHIP TOWN COUNTY STATE PRIVATE

If abutting a Town road, complete a Highway Driveway Construction Permit Application and submit to the Town Highway Department. For County or State roads, applicant must furnish an approved permit from either agency having jurisdiction with this application. Contact either Saratoga County Highway Department or NYSDOT for application forms.

EASEMENTS: Are there any Town, County, State or other easements, located within the lot? YES NO
 If, yes, who are the easement(s) granted to? _____

WATER: PUBLIC PRIVATE WATER CO. WELL if public or water co., name _____

For water supply from public or private water company, applicant must provide documentation that lot is within an approved service area. For a well, applicant must provide well log and water quality data from a certified well driller.

SEWAGE: PUBLIC PRIVATE SEWER CO. ON-SITE SEPTIC if public or sewer co., name _____

For sewage disposal provided via a public or private sewer company, applicant must provide documentation that lot is within an approved service area. For septic systems (new or modification), applicant must complete separate Town application and submit with this application.

FLOODPLAIN: Is parcel within mapped FEMA floodplain or floodway? YES NO
 If yes, applicant must complete a Town Floodplain Permit and an Elevation Certificate and submit with this application.

WETLANDS: Does parcel contain state or federal wetlands? YES NO
 If yes, will construction impact federal wetlands or be within the 100-foot of a state wetlands? YES NO

If yes to both of the above, then applicant will have to make application to appropriate state and/or federal agencies for wetland disturbances prior to a building permit being issued.

PLOT PLANS: For all permit applications that include exterior additions and/or new construction, a plot plan prepared by a licensed professional may be required which fully describes proposed construction in relation to parcel boundaries. Additionally, the Town may also require individual grading and storm drainage plans, if parcel is within approved subdivision and grades deviate from approved plat, a substantial change to existing grades will occur or a new septic system or modification to an existing septic system is required.

Use of Architect's or Professional Engineer's Stamp/Seal

New York State laws require that all plans, drawings, and specifications relating to the construction or alteration of buildings or structures which must be filed with a building code official, must be stamped with the seal of a licensed architect or professional engineer (NY Education Law 7307 and Title 19 NYCRR Part 1203.3(a)(3)(1).

Exceptions Not Requiring an Architect's or Professional Engineer's Stamp or Seal

The following exceptions do not require the stamp or seal of a licensed registered architect or professional engineer (NY Education Law 7307(5):

- Farm buildings and other buildings used solely and directly for agricultural purposes.
- Single family residential buildings 1500 square feet or less, not including garages, carports, porches, cellars, or uninhabitable basements or attics.
- Alterations costing \$20,000 or less outside of New York City, if these alterations do not involve changes affecting the structural safety or public safety of the building or structure.

Owner / Applicant plan changes and changes during construction

Project changes and revisions made by the owner or the owner's contractor(s) after the issuance of a building permit that are inconsistent with the permitted set of drawings and specifications may, at the discretion of the Code Enforcement Official, require written approval by the appropriate design professional(s) and a submittal of revised, dated, stamped and sealed plans. Approval must be granted prior to the accomplishment of the work or the issuance of a Certificate of Occupancy.